

New York State Department of Health AIDS Institute
HIV/AIDS EDUCATION & PREVENTION MATERIALS ORDER FORM SUPPLEMENT
Materials on the Expanded Syringe Access Demonstration Program (ESAP)

Instructions for Ordering Bulk Materials for New York State Residents:

1. Please circle only one quantity per item.
2. Please complete the address label on the next page. Be sure to print clearly. ALL orders must include a street address. Bulk orders will not be delivered to post office boxes.
3. **FAX** orders to: **(518) 465-0432**. Or, **mail** orders to: **New York State Department of Health, Distribution Center, 21 Simmons Lane, Albany, NY 12204**.

Title	Language	Code #	Quantity (Circle One)		
Required ESAP Safety Insert – ESAP (Expanded Syringe Access Demonstration Program) providers are required by New York State Public Health Law to distribute a copy of this flier with each sale of syringes to customers/clients. (Flier) English – 4/01; Spanish – 6/01 Also available on the web at: www.health.state.ny.us/nysdoh/hiv aids/esap/esapinsert.htm www.health.state.ny.us/nysdoh/hiv aids/esap/pdfs/safetyinsert.pdf	English	9359	100	300	600
	Spanish	9360	100	300	600
Be Aware, Don't Share – Urges injecting drug users to quit or to obtain new needles and syringes through ESAP to reduce the risk of becoming injected with HIV, hepatitis B or hepatitis C. (Brochure) 12/01	English	9405	50	100	200
	Spanish	9406	50	100	200
Be Aware, Don't Share – This 11" x 17" poster is a companion piece to the brochure of the same name promoting risk reduction through ESAP. (Poster) 2/02	English	9420	5	10	25
	Spanish	9421	5	10	25
Household Sharps: How to Dispose of them Properly – Provides persons using needles, syringes and/or lancets (sharps) at home with information about safe disposal and containment of used sharps. (Brochure) REVISED 9/02 Also available on the web at: www.health.state.ny.us/nysdoh/hiv aids/esap/housesharps.htm www.health.state.ny.us/nysdoh/hiv aids/esap/pdfs/sharpseng.pdf www.health.state.ny.us/nysdoh/hiv aids/esap/pdfs/sharpsspan.pdf	English	0909	50	100	200
	Spanish	0941	50	100	200
Overview of the New York State Expanded Syringe Access Demonstration Program (ESAP) – Providers learn how ESAP works and where to find ESAP registered pharmacists. (Video) Length – 20 minutes	English	9370	1	3	5
New York's Expanded Syringe Access Demonstration Program – Statewide Videoconference – Originally aired on February 13, 2001, provides detailed information about ESAP. Special emphasis is placed on the role of community based organizations in educating their communities about the program. (Video) Length – 120 minutes	English	9369	1	3	5
A Step by Step Guide for your Pharmacy – Provides pharmacists with an easy to use reference guide for the implementation of ESAP, assists in training staff in the key elements of ESAP and provides information about helpful resources. (Pamphlet) NEW 9/02	English	9457	1	5	10
A Guide for Pharmacists & Staff in ESAP Registered Pharmacies – Companion reference card to "A Step by Step Guide for your Pharmacy". (Laminated Card) NEW 9/02	English	9469	1	5	10

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New York State Directory of ESAP Providers & Community Sharps Disposal Sites – Organized by county, this Directory contains a listing of providers registered with the NYSDOH to sell or furnish syringes to customers and clients without prescriptions, and information on all mandated community sharps disposal site providers (hospitals and nursing homes) in New York State. (Print Directory) REVISED 5/02	
Title	Ordering Information
Complete Print Directory (includes ESAP providers and residential sharps disposal sites)*	<ul style="list-style-type: none"> • Mail request to: Ms. Nancy Brandt, NYSDOH AIDS Institute, ESP, Corning Tower, Room 412, Albany, NY 12237 • Phone: (518) 473-7542 * Limit of one (1) copy per requestor
Listing, by county, of registered ESAP providers only.	<ul style="list-style-type: none"> • Available for download on the web at: www.health.state.ny.us/nysdoh/hiv aids/esap/provdirect.htm

- Please allow four (4) to six (6) weeks for delivery.
- Orders may not be picked up at the Distribution Center.
- Bulk orders cannot be delivered to post office boxes. Please be sure to include a street address on the mailing label on page 1.
- A packing slip will be included with all materials shipped. Materials ordered that are temporarily out of stock will be noted on the packing slip. Please note that out of stock materials will not be back-ordered. You are asked to please re-submit your order in four (4) to six (6) weeks.

Delivery

Instructions for OUT-of-STATE Orders

- Single, sample copies of any of the HIV/AIDS educational materials on this form are available free of charge. Please submit requests for sample copies using this order form by fax: (518) 473-8814; email: HIVPUBS@health.state.ny.us; or phone: (518) 474-9866.
- Bulk orders from individuals or organizations outside of New York State will be honored based on availability of the item(s) requested.
- A minimum fee to cover production, shipping and handling costs will be charged for out-of-state orders.
- Please complete the order form and mail to: Health Education Services, P.O. Box 7126, Albany, NY 12224 or fax to: (518) 439-7022. **Please note that this is the ordering address for OUT-OF-STATE requests for bulk orders ONLY.**

ADDRESS LABEL:

(Complete and return to NYSDOH Distribution Center – fax or mailing address on page 1)

NAME		
ORGANIZATION (if applicable)		
STREET		
CITY	STATE	ZIP